

ADMISSION WITHDRAWAL/CANCELLATION FORM

Academic Session 2025-26

1. NAME (INBLOCKLETTERS).....
2. Father's Name.....Mobile No.....
3. Mother's Name.....Mobile No.....
4. Gender: Male ☐ Female ☐ Other ☐
5. E-mail Id.....
6. Postal Address.....
.....
.....
Phone No. registered with College.....Mobile.....
7. Name of the Programme Admitted (B.A., B.Com, B.Sc., B.B.A, BCA, MA, M.Sc, PGDCA).....
8. Category (Trick Mark the box/s as applicable)

General ☐ SC ☐ ST ☐ P.w.D ☐ OBC ☐
9. Fee Details
Amount Deposited at College..... Fee Receipt Number.....Date.....
10. Bank Details for receiving the Refund
Name of the Account Holder.....
Account Number.....Bank Name..... IFSC
Code.....Branch Code.....

(Please Attached the Bank Pass Book Copy)

DECLARATION

Ihere by declare that information given above is true to the best of My knowledge and belief, and in case of any error of information supplied, I shall take full responsibility

Place.....

Date.....

(Signature of the applicant/Candidate)

Note: Enclose (1) Fee Receipt (2) Counseling and Confirmation Fee Receipts (3) Admit Card and (4) Cancelled Cheque.

(FOR OFFICE PURPOSE ONLY)

Verified by the Standing Admission Committee

Recommendation for refund of Fee ₹ _____ (In words _____)

To the applicant

In case, the applicant is not entitle for refund, provide reason: _____

Name and Signatures of the members:-

1.

3.

2.

4.

(Chairperson)

(Principal, Govt. College Palampur)

(FOR ACCOUNT OFFICE ONLY)

The Amount Refunded (₹. _____ (In words _____)

_____)

To (Name _____) Dated _____

(Name & Signature of the Account Clerk)

(NOTE: The Account office is required to return this application form in original, to the Standing Admission Committee after refund of the Fee).

NO DUES CERTIFICATE

PART-I

(To be filled by student in Capital Letters)

Name of Student:

Father's Name:

Roll Number:

Course:

Year of Passing:

Result (Pass/Failed/Awaited):

Mobile Number:

Email ID :

Refund Details: (Security Amount Deposited):

Bank Account Number:

Name of Bank:

IFSC Code:

Encl: (i) Original Identity Card/Latest Fee Receipt.

DECLARATION

I declare that information given above is correct to my knowledge and belief. The Security deposit may be refunded after deducting dues (if any) as indicated below:-

Date:

Signature of the Student

PART-II

(To be filled by respective official and Verified by HOD/Section Head/In Charge)

Sr. No.	Items (Strike out if not applicable)	Remarks	Office	In-Charge
1.	Accounts Office			
2.	NCC/NSS/Rover and Rangers			
3.	Hostel Accommodation			
4.	Library & Computer Lab			
5.	Sports Committee			
6.	Canteen/Cafeteria (if any)			

Net Amount Refunded: Rs.

(Accounts Office)

Principal